

**AT A REGULAR MEETING OF THE MONTGOMERY COUNTY PUBLIC SERVICE  
AUTHORITY, HELD ON THE 6<sup>TH</sup> DAY OF OCTOBER 2008, 7:00 P.M., COUNTY  
ADMINISTRATION CONFERENCE ROOM, MONTGOMERY COUNTY GOVERNMENT  
CENTER, CHRISTIANSBURG, VIRGINIA:**

<b>PRESENT:</b>	James Politis	-Chair
	Gary Creed	-Vice Chair
	Mary Biggs	-Secretary-Treasurer
	Annette Perkins	-Member
	John Muffo	-Member
	William Brown	-Member
	Doug Marrs	-Member
	Robert C. Fronk	-PSA Director
	Linda Pendleton	-Senior Program Assistant
	Marty McMahon	-County Attorney

**CALL TO ORDER**

Chair Politis called the meeting to order and determined that a quorum was present.

**DELEGATION**

Mr. Henry Brabham, John Neel, his engineer, and E.C. Pace, contractor, discussed the extension of approximately 2,800 feet of waterline to serve the Lancer Truck Stop. Mr. Brabham will pay for this extension, but he is requesting that the PSA share in costs by fee forgiveness for his connection and fee sharing for future connections to the line. Mr. Brabham has already borrowed the money for this project, and he is eager to get it started before change in weather.

**PUBLIC ADDRESS SESSION**

Court Rosen, Walnut Creek developer, requested the Board approve payment of facility fees for Phase IV at the time that building permits were obtained instead of paying the total amount upfront.

**CONSENT AGENDA**

On a motion by Mary Biggs, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated October 6, 2008.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
Gary Creed		
Annette Perkins		
William Brown		
Doug Marrs		
Mary Biggs		
James Politis		

**APPROVAL OF MINUTES  
SEPTEMBER 2, 2008**

On a motion by Mary Biggs, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the minutes dated September 2, 2008.

**R08-10-1  
RESOLUTION OF APPRECIATION  
BRUCE R. JONES**

**WHEREAS, *Bruce R. Jones***, Wastewater Supervisor, announced his retirement as of November 30, 2008, after thirty-two plus years of outstanding and meritorious service to the Public Service Authority; and

**WHEREAS**, it is the desire of the Montgomery County Public Service Authority to give appropriate acknowledgment and recognition to individuals who have rendered invaluable service on its behalf to citizens of Montgomery County; and

**WHEREAS, *Bruce R. Jones*** began his career with the Authority on April 6, 1976 as a Wastewater Operator Trainee; and

**WHEREAS**, as a result of diligent work and demonstrated ability, he advanced to positions of increasing responsibility, obtaining his Class IV, Class III, Class II, and Class I Wastewater licenses, as well as a Class III Water license; and

**WHEREAS**, On March 22, 2005, ***Bruce*** received an award for Wastewater Operator of the Year from the Virginia Rural Water Association; and

**WHEREAS**, while serving the Authority, ***Bruce*** has proved to be a competent, efficient employee, whose dedication and energy have been a driving force in wastewater operations.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Montgomery County Public Service Authority that ***Bruce R. Jones*** is hereby commended for his knowledge, excellent record of achievement, and dedication to the Montgomery County Public Service Authority for the past thirty-two plus years, and we extend our best wishes to him for happiness and good health in the years to come.

**BE IT FURTHER RESOLVED**, that the original of this resolution be presented to ***Bruce R. Jones*** and that a copy be made part of the official minutes of the Montgomery County Public Service Authority.

**INTO WORK SESSION**

On a motion by John Muffo, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority hereby enters into Work Session to discuss the following:

- A. Fair and Accurate Credit Transaction Act

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
Gary Creed		

Annette Perkins  
William Brown  
Doug Marrs  
Mary Biggs  
James Politis

Under the Federal Trade Commission's Red Flags Rule, every financial institution and creditor is required to develop, maintain and update procedures to identify red flags of identity theft. The County Attorney presented a draft program for the Public Service Authority to review and adopt at the next PSA meeting in November. The PSA Director will oversee the program and arrange training for the Finance personnel that deal with customer interaction and make sure that they comply with this program.

### **OUT OF WORK SESSION**

On a motion by Gary Creed, seconded by Doug Marrs, and carried; IT WAS RESOLVED, that the Public Service Authority hereby ends their Work Session and returns to Regular Session.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
Gary Creed		
Annette Perkins		
William Brown		
Doug Marrs		
Mary Biggs		
James Politis		

### **PAYMENT OF FEES**

The Board discussed Mr. Rosen's request that payment of fees be paid at the time building permits were issued instead of upfront. It was the consensus of the Board that the Director and Attorney review the policy, and that a special meeting of the PSA Board will be held before or after the Board of Supervisors' meeting on October 14, 2008 to review and adopt a policy relating to payment of fees and credits.

### **FINANCIAL REPORT**

The financial report for period ending September 30, 2008 was presented for review and discussion.

### **DIRECTOR'S REPORT**

The Director discussed the following items:

1. Monthly Activities Report  
The September 2008 report was presented for review.
2. Plum Creek Water System Loss Study  
PSA staff is continuing with the water loss study in the Plum Creek water system. Staff is isolating sections of the waterline and checking for pressure drop to determine if there are leaks within the test section. This procedure has identified several sections with considerable leaks. The maintenance crew has repaired several significant leaks and is excavating other sections with identified leaks.

3. Virginia Health Department Fluoridation Grant  
The PSA was recently notified by the Virginia Department of Health that the PSA is being recommended to receive a \$10,000 grant to purchase fluoridation equipment for the Riner water system to replace the aged equipment currently in operation.
4. Riner Sewage Treatment Facility Permit Re-issuance  
The final permit has been issued by the DEQ on September 21, 2008. This permit contains new limitations for Ammonia, Copper and Zinc with staged compliance milestones. These new limitations most likely will require installation of additional treatment processes in 2 to 3 years. Initially, testing of the existing treated effluent and evaluation of treatment processes will be performed to determine the need and best type of treatment process. Full compliance with the new permit limitations is required by September 21, 2012.
5. Mid-County Sanitary Sewer Relocation Project  
This project has been released for bid with a bid opening date of October 23, 2008. The design plans and specifications include alternatives for several configurations which are based upon involvement by the various parties. There appears to be considerable contractor interest in this project.
6. Harkrader Property Sewer Facility Fees  
Staff is working on an agreement with the developer of this property that would allow the Town of Christiansburg to provide sewer service to the property. This agreement requires the developer to pay an amount equal to the PSA sewer facility fee per lot. The Town of Christiansburg sewer fees would be paid from the fees collected and the remainder of the fees would be paid to the PSA.
7. Elliston-Lafayette Sewage Treatment Facility Chlorinator Pump  
Plant operators proposed a project to install a pump at the end of the plant to use treated effluent to supply the chlorine and sulfur chemical systems and reduce the amount of potable water used for this purpose. The pump system was designed by the engineering staff and installed by the maintenance staff. The savings in purchased water has paid for the capital equipment during the first month.
8. Hightop Road Water Break/Emergency Purchase  
The PSA has been experiencing water loss in the Prices Fork system and determined that there was a major leak in the segment near the intersection of Hightop Road and Huckleberry Lane. On September 12, 2008, staff excavated the area and found that the leak was on a service line crossing the road between the water main and water meter necessitating replacement of the entire service line. Site conditions were such that we were unable to do the work and had to bring in a contractor to perform a horizontal directional drill. Upon starting the directional drill work on September 16, 2008, staff discovered a second service line crossing the road which may also have been the source of or contributing to the water leak. The Director made a decision in the field to have the contractor install sleeves for both service lines in order to repair the leak and stop the site flooding and potential damages. The cost of this work was \$2,584.00, which was \$84 over the amount requiring a purchase order. The Director processed this purchase as an emergency due to the site flooding, potential damage to the road bed and excessive water loss.
9. Wastewater Supervisor Interview  
Staff conducted interviews on September 30 and October 1 in order to fill this position prior to the retirement of the current person. Donnie Fleet, current operator in charge of the Shawsville plant, was selected for this position.
10. Proposed Pipeline on New Rt. 114/New River Bridge  
The Director met on October 1 with VDOT, Pulaski County, Peppers Ferry Wastewater Authority, and BCVPI Water Authority representatives relative to construction of facilities on the proposed Rt. 114/New River Bridge to allow future installation of two 16-inch pipe lines on the bridge.

It is proposed to install casings on the approaches and abutments to facilitate installation of future pipe lines across the bridge. There are no current plans for a pipe crossing of this bridge but all in attendance felt it would be a wise investment for future use.

The cost to install the 4 approach/abutment casings (2 on each end) is estimated at \$50,000 which would be split between the interested parties. VDOT is asking for a commitment within the next four months for design purposes, but payment for the actual work would not be due until completion of the construction which is projected in 2011 or 2012.

11. GIS Mapping

The initial phase of putting the PSA water and sewer system mapping into the County GIS database has been completed. A sample page from the map book was presented for review. All water and sewer system drawings on file were drawn as accurately as possible in the GIS database. Staff issued map books to all field personnel to use during operations with instructions to identify any discrepancies for follow-up field verification. The next step is to add other water and sewer data into the database to provide a single location for all water and sewer information.

12. The Director informed the Board that a citizen was accusing the arsenal of having TCE contaminants in their water supply, affecting Montgomery County and Pulaski County water. The Director stated that there was no evidence that TCE contaminants were present.

After the Director's report was presented, the Board felt that the Director should develop an employee incentive/recognition program to reward employees for cost saving ideas and procedures in recognition of employee accomplishments.

### **AUTHORITY MEMBERS' REPORT**

Member Perkins -At the last Pepper's Ferry meeting, Pulaski County was authorized to use excess capacity from other jurisdictions, and pay a surcharge if they ran over their limit. At any time other jurisdictions needed their capacity, Pulaski County would have to give it back. Jurisdictions would be given a reduction in fees by allowing Pulaski to use their excess capacity.

### **INTO CLOSED MEETING** (In at 9:05 p.m.)

On a motion by Doug Marrs, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority hereby enters into Closed Meeting for the discussion of the following:

Section 2.2-3711 (7) Consultation with Legal Counsel and Briefings by Staff Members or Consultants Pertaining to Actual or Probable Litigation, Where Such Consultation or Briefing in Open Meeting Would Adversely Affect the Negotiating or Litigating Posture of the Public Body; and Consultation with Legal Counsel Employed or Retained by a Public Body Regarding Specific Legal Matters Requiring the Provision of Legal Advice by Counsel

1. Ironto Lancer Truck Stop Waterline

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
Gary Creed		

Annette Perkins  
William Brown  
Doug Marrs  
Mary Biggs  
James Politis

**OUT OF CLOSED MEETING** (Out at 9:15 p.m.)

On a motion by Gary Creed, seconded by Annette Perkins, and carried; IT WAS RESOLVED, that the Public Service Authority ends their Closed Meeting to return to Regular Session.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
Gary Creed		
Annette Perkins		
William Brown		
Doug Marrs		
Mary Biggs		
James Politis		

**CERTIFICATION OF CLOSED MEETING**

On a motion by Annette Perkins, seconded by Gary Creed, and carried; IT WAS RESOLVED, that the Public Service of Montgomery County has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Public Service Authority does hereby agree, that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the meeting to which this certification resolution applies; and (ii) only public business matters as were identified in the motion conveying the Closed Meeting were heard, discussed or considered by the Authority.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
Gary Creed		
Annette Perkins		
William Brown		
Doug Marrs		
Mary Biggs		
James Politis		

## **ADJOURNMENT**

On a motion by Mary Biggs, seconded by Doug Marrs, and carried; IT WAS RESOLVED, that the Public Service Authority does hereby adjourn to the next meeting scheduled for November 14, 2008.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
Gary Creed		
Annette Perkins		
William Brown		
Doug Marrs		
Mary Biggs		
James Politis		